

Windsor Housing Authority - Town of Windsor

Regular Meeting – November 19, 2009

On the 19th day of November 2009 a regular meeting of the Housing Authority of the Town of Windsor, Colorado was held pursuant to the bylaws at 1027 Walnut Street, office of the Housing Authority. Members of the Housing Authority were present as follows:

JOHN MOORE, Chairman

RICK BOWERS

MICHAEL DAVIS

William Voegtli

Also present: Kelly Mannon, Director
Jon Slater, Vice chairman was absent

Chairman Moore read the call of the minutes, which were ordered spread upon the members.

TO: JOHN MOORE
WILLIAM VOEGTLI
RICK BOWERS
JON SLATER
MIKE DAVIS

You and each of you are hereby notified that the Secretary has called a regular meeting of the Housing Authority of the Town of Windsor, Colorado at 7:30 a.m. on the 17th day of November, 2009 at the Century III Clubhouse, 1027 Walnut Street, Windsor, Colorado for the purpose of attending such business that may come before the Board.

We the undersigned commissioners of the Windsor Housing Authority of the Town of Windsor, Colorado hereby accept service of the foregoing notice of the regular meeting, waiving any and all irregularities in such service and such notice and consent and agree that said commissioners met at the time and place mentioned for the purpose therein stated.

John Moore

Rick Bowers

William Voegtli -absent

Mike Davis

Jon Slater

The meeting was called to order by Chairman Moore at 7:00 a.m. at the Community Rec Center, Aspen Room.

Chairman Moore asked for the adoption of the agenda. A motion was made by Commissioner Bowers to adopt the agenda which was seconded by Commissioner Davis and approved unanimously.

There was no communication from the Tenants Association.

Chairman Moore asked for the adoption of the minutes of October 15, 2009. A motion was made by Commissioner Bowers to adopt the minutes with the addition of the motion that was made to instruct Commissioner Voegtli to collect bids and move ahead on the rehab projects. The motion was seconded by Commissioner Davis and unanimously approved.

The board reviewed the financial statements for October. Commissioner Bowers made a motion to approve the financial statements and the October bills to pay. The motion was seconded by Commissioner Davis and approved unanimously. Commissioner Moore asked if the Xcel Energy bills and Town of Windsor water bills could be tracked so the Board could get an idea of the savings from the new boiler system and track the water usage. Sharlet Lee from HACOL (Housing Authority of the City of Loveland) thought that she could call Xcel and Town of Windsor to get that information from them. The Board reviewed the proposed budget prior to submission to Rural Development. The Board discussed placing an asset management fee of \$5,000.00 into the budget, and line item for reserve replacements for carpet and appliances. Commissioner Voegtli made a motion to approve the budget with the asset management fee and reserve replacement for carpet and appliances, this motion was seconded by Commissioner Bowers and approved unanimously.

The Management Certification Draft was presented to the Board by Sharlet Lee of HACOL; this certification is required by Rural Development. After review Commissioner Bowers made a motion to approve the certification the motion was seconded by Commissioner Voegtli and unanimously approved.

Sharlet Lee from HACOL presented the proposals for the Windsor Housing Authority audit for 2009. She had two proposals one from John Cutler and

one from Rose Melville. After consideration Commissioner Voegtli made a motion to award the proposal was awarded to John Cutler, this motion was seconded by Commissioner Davis and unanimously approved.

The board had a discussion about an empty apartment which was being used as a staging area for the rehab of the doors at Century III. The board decided to have Kelly Mannon see if she could get the apartment rented by December 1st and the doors would be removed as soon as she was able to get the apartment rented.

Commissioner Voegtli made a motion to have the accounting services done for the Windsor Housing Authority by HACOL for the next two months and then consider them for the following year at the December meeting. This motion was seconded by Commissioner Bowers and unanimously approved.

Meeting was adjourned at 9:20 am.